



# Ira D. Hall Square

## Fact Sheet & Frequently Asked Questions (FAQ)

### PROJECT LOCATION

1178 Sonora Court, Sunnyvale CA 94086

Please **DO NOT** enter the project site. During construction, leasing activity will not be conducted on-site. Only authorized construction personnel may enter the project site.

**TEMPORARY LEASING OFFICE-** Application Period from 7/21/2025 to 8/04/2025:

460 Persian Drive, Sunnyvale CA 94089 (Edwina Benner Plaza- Community Room)

**Note: Applicant Interview Location to be confirmed in the Interview Letter after Lottery.**

### OVERVIEW:

#### 1. Can you please provide an overview of Ira D. Hall Square?

The Family community is named in honor of Ira D. Hall, who was one of MidPen's founders and a lifelong advocate for social justice and racial equity. Ira D. Hall was MidPen's very first staff member and led the organization until 1976. Throughout his long and successful career, he championed inclusion and belonging, and emphasized the importance of service to the community. Ira D. Hall Square is anticipated to open in November 2025 and provide 176 affordable rental apartments for families and individuals.

### 99 NON-PBV (Project-Based Voucher) UNIT OVERVIEW (Included in Lottery Process)

Unit Size	Number of Units	Income Limit Area Median Income (AMI)	Monthly Tenant Net Rents	Occupancy Standard
Studio	10	30%	\$942	1-2 People
Studio	5	40%	\$1294	1-2 People
Studio	4	50%	\$1645	1-2 People
1 BR	7	30%	\$1006	1-3 People
1 BR	5	40%	\$1383	1-3 People
1 BR	6	50%	\$1760	1-3 People
1 BR	9	60%	\$2136	1-3 People
2 BR	3	40%	\$1649	2-5 People
2 BR	6	50%	\$2101	2-5 People
2 BR	5	60%	\$2552	2-5 People
2 BR	12	70%	\$3005	2-5 People
3 BR	3	40%	\$1888	4-7 People
3 BR	7	50%	\$2410	4-7 People
3 BR	11	60%	\$2933	4-7 People
3 BR	6	70%	\$3455	4-7 People



## PBV UNIT OVERVIEW

Unit Size	Number of Units & Referral Source	Income Limit (AMI)
Studio	20 (CES)	30%
1 BR	20 (CES)	30%
2 BR	3 (CES)	30%
2 BR	12 (SCCHA)	30%
2 BR	3 (SCCHA)	50%
3 BR	2 (CES)	30%
3 BR	13 (SCCHA)	30%
3 BR	2 (SCCHA)	50%
<b>Total PBV Units</b>	<b>75</b>	

*\*\* We will have 45 units reserved for homeless individuals referred from the County of Santa Clara Coordinated Entry System (CES) and 30 referrals from the Santa Clara County Housing Authority (SCCHA).*

*\*\*Monthly rent and occupancy standards for the PBV units are determined by the Section 8 Administrative Plan for the Santa Clara County Housing Authority and restricted by Department of Housing and Urban Development (HUD) Income Limits effective 4/1/2025.*

Manager's Unit: Two units will be filled by an on-site employee(s) of the property management company.

### 2. When will the apartments be available?

Ira D. Hall Square is anticipated to be completed in early November 2025. Barring any construction delays, residents are expected to move in late November 2025 through April 2026.

### 3. What special amenities are provided?

#### Building Amenities:

- Community room with kitchen
- Outdoor play areas
- Elevators
- Learning Center
- Resident parking (Limited)
- Bike parking
- Laundry facilities

#### Unit Amenities:

- All electric
- Refrigerator
- Oven/range
- Microwave
- Dishwasher
- Air Conditioning



\*\*\*Community is located across from the Lawrence Caltrain Station.

**4. Will I get my own assigned parking space?**

There will be a total of 134 Parking Spaces, and more information will be provided during the leasing process.

**5. Who will manage the property?**

MidPen Housing Corporation will manage the property. A full-time Community Manager will act as the primary management contact for the residents. A MidPen Housing Property Management staff member will live onsite.

**6. Will Resident Services be provided?**

Yes. MidPen Housing Resident Services will provide resident support services for Ira D. Hall Square. Services will include information and referrals to local community resources, one-on-one support to address individual needs, educational classes/presentations on site and community building programs.

Resident Services Amenities

- Service coordination
- Case management
- Youth education services
- Workforce development
- Health and wellness classes
- Adult education services

**7. Are there age restrictions?**

No. However, at least one member of the household needs to be 18 years of age or older.

**8. Are there restrictions on household size that is authorized to live in a unit?**

Yes. The following occupancy standards will apply.

**Occupancy Standards**

UNIT SIZE	MINIMUM NO. OF PEOPLE IN HOUSEHOLD	MAXIMUM NO. OF PEOPLE IN HOUSEHOLD
Studio	1 person	2 persons
1 bedroom	1 person	3 persons
2 bedrooms	2 persons	5 persons
3 bedrooms	4 persons	7 persons

**9. Are there restrictions on household income to rent the apartments?**

Yes. There are maximum annual income limits by household size. These limits are based on AMI, effective as of April 1, 2025, for Santa Clara County, as published by HUD.

**NON-PBV Unit Income limits per household (HH) Size.**



**Income Limits for Santa Clara County**

HH #	1-Person	2-People	3-People	4-People	5-People	6-People	7-People
30%	\$42,200	\$48,200	\$54,250	-	-	-	-
40%	\$56,280	\$64,320	\$72,360	\$80,360	\$86,800	\$93,240	\$99,680
50%	\$70,350	\$80,400	\$90,450	\$100,450	\$108,500	\$116,550	\$124,600
60%	\$84,420	\$96,480	\$108,540	\$120,540	\$130,200	\$139,860	\$149,520
70%	-	\$112,560	\$126,630	\$140,630	\$151,900	\$163,170	\$174,440

Income limits effective 4/1/2025.

***\*\*Income limits are subject to change and are updated at least annually.***

**APPLICATION PROCESS****10. When and where will rental applications be available for the lottery waitlist?**

The non-PBV 99 units out of the 176 available units will be filled via the lottery application process. Applications are accepted via email, online, or at the temporary leasing office located at **460 Persian Drive, Sunnyvale CA 94089 (Edwina Benner Plaza)**.

The application period will open on July 21, 2025, at 9:00 AM and will close on August 4, 2025, at 5:00 PM. No applications will be accepted via mail, online or at the temporary leasing office after 5:00 PM on August 4, 2025. Applications postmarked August 4, 2025, or before, but received at the temporary leasing office after 5:00 PM August 4, 2025, will **not** be accepted.

- **Only ONE application per household will be accepted. Any second or subsequent applications after the first application will be removed.**
- **Applications will not be accepted via Fax.**

We strongly encourage all applicants to apply for Ira D. Hall Square online at <https://www.midpen-housing.org/property/ira-d-hall-square/>. A link will appear on Monday, July 21, 2025, at approximately 9:00 AM, that will take applicants to the application. Additional project information and flyers will also be available at <https://www.midpen-housing.org/property/ira-d-hall-square/>.

**11. Does it make a difference if I return my application the first day?**

No. A lottery will be conducted roughly one week after the application period has closed and will determine an applicant's position number. There is **NO** priority given to those who submit their application on 7/21/2025 over an application submitted on 8/04/2025.

**12. What is the difference between the Housing Authority of Santa Clara County's Project Based Section 8 waiting list and Ira D. Hall Square Non-Project Based Waiting list?**

Applicants selected from the Housing Authority's Housing Choice Voucher Waiting List will receive a voucher attached to their unit. The PBV Program is a program in which residents' rent is calculated based on their income. Tenant rent amounts are usually around 30% of a resident's gross monthly income. These rents are calculated by the Housing Authority of



the County of Santa Clara.

Applicants selected from the Non-Project Based Voucher waiting list will pay rent based on predetermined rents, which will depend upon unit size ***and*** AMI percentage to which a unit is assigned. Applicants must qualify for the corresponding AMI income limit to be eligible. Please refer to question 1 above and 22 below for more regarding Non-Project Based Rents. *An applicant household's monthly gross income must also be at least two times the rent to qualify.*

**13. Is there any application preference for the lottery waitlist?**

Yes. There is a preference for 99 of the 176 Non-Project-Based Units for applicants that live, or work, in the City of Sunnyvale. Additional details on how to meet the live/work preference are included at the end of this FAQ and Fact Sheet.

**14. Will there be units for the disabled?**

Yes. People with disabilities are encouraged to apply. Applicants will need to answer disability questions on the application according to their needs. Ira D. Hall Square will have units specifically designed for those with mobility, hearing and visual impairments. Inclusive of all PBV and Non-PBV units, 30 units will be mobility accessible, 19 units will have features designed for hearing and visually impaired, 1 unit will have features designed for hearing impairments, and 1 unit will have features for visual impairments. ***Applicants with disabilities will receive priority for these specific units. Priority for these units will be assigned based on disability need, preference, and then lottery order.***

**15. How will the preferences be applied to the lottery?**

The preferences for the 99 Non-Project-Based Units described above in Question 13 will be applied according to the following:

The application will contain questions regarding the preferences. All applications received during the initial open application period will be entered into an Excel database, with a preference category corresponding to the preference as a sortable column.

The lottery list is then sorted, first by preference category and second by lottery number, so that all the applications with a verified preference or set-aside are filtered to the top. Applicants must meet the preference or set-aside requirement at the time of application and continue to hold the preference or set-aside designation at the time of move-in.

To verify eligibility and entitlement to the preferences, applicants must provide, **at or prior to the time of interview if requested**, documentation that demonstrates that they meet and met the selected preference or set-aside(s) at the time of application and are continuing to meet at the time of interview. A list of acceptable documents will be provided to applicants prior to their intake interview and a preview of the requirements is included at the end of this FAQ and Fact Sheet.



We ask that applicants answer preference questions carefully and accurately. If an applicant is unable to demonstrate proof of eligibility for preference or set-aside, the preference will be removed, and the applicant will be reordered on the lottery list according to their eligible preference status.

**16. Will all applicants receive an interview letter?**

No. Once the lottery has been conducted and sorted, applicant interview letters will be distributed only to those applicants that will be processed for a unit. Ira D. Hall Square will process 5 to 10 applications for each available Non-PBV unit and send out the appropriate number of interview letters to meet this target. Applicant interviews will begin in late August 2025 and will continue through the Fall of 2025.

**17. How are Lottery applications processed, and apartments assigned?**

Applications will be processed in the order of their preference category and lottery number. Interviews will be scheduled, and third-party income and asset verifications will be sent out, for the unit size and restricted income level that the household qualifies for.

Ira D. Hall Square will process 5 to 10 applications for each available unit and send out the appropriate number of interview letters to meet this target.

Once all third-party verification forms are returned and the file is deemed complete and approved, a unit is assigned. If all units have been assigned, some applicants may be placed in a backup position. Backup applicants may be assigned a unit if another applicant ahead of them fails to qualify or decides not to take the unit. If a backup applicant does not receive a unit at initial lease up, the applicant will go back on the wait list at their original position.

**18. What will I need to bring to my interview?**

Applicants will be asked to bring various identification, income, asset and other documentation, all of which will be included in the interview letter in detail. Some examples are:

- California Driver's License or Photo ID
- Tax Returns for certain income types
  - A social security number is not required for non-PBV units; however, if an applicant files taxes, they may need to provide their SSN or ITIN along with most recent tax returns
- Employment (last 3 consecutive months of current paystubs- required – no gaps)
- SSI or SSA income award letter
- Child Support paperwork

**19. Will there be an application/screening fee and when is it collected?**

Yes. Applicants for all **Non-PBV Units**, will pay a \$45 non-refundable Application/Screening fee **PER ADULT HOUSEHOLD MEMBER**. This fee is collected **ONLY** at time of interview by Money Order or Cashier's Check made out to Ira D. Hall Square.



**20. Is a lease required?**

Yes. A one-year lease is required at initial move-in.

**21. Is there a required security deposit and how much?**

<b>Security Deposit**</b>	Studio	\$300
	One Bedroom	\$500
	Two Bedroom	\$750
	Three Bedroom	\$1,000
<b>Pet Deposit</b>		\$300

**22. What are the proposed rents for the apartments?**

See tenant rents in question #1 above. The rent calculations are subject to change. Please see question #9 for more details of income limits (AMI). The rents will be utilized for the initial lease-up and occupancy of Ira D. Hall Square.

**23. Can students apply?**

Yes. However, very specific guidelines exist for the Low-Income Housing Tax Credit Program (LIHTC), which is a key funding source of all 176 affordable units at the property. Details will be explained by staff at the time of the interview. The interview letter will also include the documents for any full-time and part-time students to bring with them to their interview.

**24. Is smoking allowed at the property?**

No. Ira D. Hall Square has been designated as a non-smoking property. No smoking will be allowed anywhere in the resident apartments, common areas, or anywhere on the exterior of the property.

**25. Are there model units that can be viewed?**

Units may be available to view in advance of lease signing. Virtual tours, unit plans, and floor layouts may also be available online or at the temporary leasing office.

**26. Will pets be allowed?**

Yes. Dogs (30 lbs. or less), cats, fish (20-gallon tank or smaller) and some birds are allowed. There is a limit to the size and number of pets allowed in accordance with Ira D. Hall Square and MidPen Property Management's Pet Policy. The Pet Policy is available to review at the time of interview.

**27. Who should I contact if I have any questions?**

For any questions regarding the application process please contact the Temporary Leasing Office at 408-789-7477 or by email at [iradhallsquare@midpen-housing.org](mailto:iradhallsquare@midpen-housing.org).



**28. What are the requirements to prove that an applicant household meets the live and or/work preference for the City of Sunnyvale?**

Applicants who live and/or work in the City of Sunnyvale will have a preference for all 99 non-PBV units. Documentation will be required to provide the preference, as outlined below.

**A. Live**

- a. Applicant must provide at least one of the following:
  - i. Lease agreement
  - ii. Telephone bill
  - iii. Electric Bill
  - iv. Cable or Internet Bill
  - v. Other Utility Bills (water, trash, etc.)
  - vi. Voter Registration
  - vii. Un-housed residents of Sunnyvale may receive this preference with written evidence from a government agency or social service provider that the resident received homelessness services in Sunnyvale or had had a Sunnyvale home as their previous address.

**B. Work**

- a. Applicant must provide at least one of the following:
  - i. Employment verification from an employer
  - ii. Three most rent months of paystubs, including the number of hours worked and address of the employment location
  - iii. A written offer of employment including the address of the employment location.